



AGENDA

January 19, 2023

Location: "Old Jail" 497 Middlebury Rd. (white building next to KPR Admin. Offices)

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
 - a. Park Board Meeting 12/6/22
- IV. Communications
 - a. Personal Appearances
 - b. Correspondence
- V. Staff Reports
 - a. Monthly Revenue Report (November/December)
 - b. Monthly Expenditure Report (November/December)
 - c. Park Report
 - d. Recreation Report
 - e. Director Report
- VI. Old Business
- VII. New Business
- VIII. Motion to Adjourn

Next scheduled meeting date:

February 16th, @5:30



Kent Park and Recreation
December 6, 2022
5:30 at the Roy Smith Shelterhouse

Members Present:

Steve Mitchell
Kathleen Wiler
Debbie Smeiles
Jake Ferlito
Neil Dukes

Staff Present:

Angela Manley
Sam Tuttle
Megan Johns
Oliver Wuensch
Garyn Daniels
Karen Magilavy

Board Liaison

Gwen Rosenberg

Steve called the meeting to order at 5:39. Roll was called, and attendance is listed above. Please review the September minutes. **There were no questions or concerns Jake made the motion to approve the September minutes and Kathleen seconded. Roll was called, all were in favor and the motion passed unanimously.**

Personal Appearances None

Correspondence One of our tree donations for Lois Orlanda was planted in Fred Fuller Park, there will be another one in the spring

Staff Reports

Revenue & Expenditures The reports include September and October since we did not have meeting in the last 2 months.

Park Report The crew is clearing brush at Tannery Park. Last week the wind knocked down 5 trees.

Recreation Report K/1 Basketball and 3rd-6th grade basketball has started. We have a total of 39 teams in our league. Other communities include Brimfield, Ravenna, Rootstown and Streetsboro. Wrestling has 58 enrolled. We have 9 teams in the Adult Basketball. This Saturday's Kids Night Out has 20 kids. Preschool has 18 kids. We will be offering Babysitting Training at the Kent Free Library and Oliver is teaching the class. Bridges is a community wide program that offers anonymous help to families in need. We are one of the drop off locations. Megan is a contact person. Megan is working on re-opening Longcoy, she has staff. The Building Permit, Food License are still pending. ODJF allows Juniors and Seniors in High School to work in licensed childcare centers. Megan will reach out the High School for summer counselors. Oliver told the board that we entered the Brady Leap Project for an OPRA award. We got 4th place. He also did some judging of other categories, which was helpful to learn about different projects and the criteria of other award winners. He has completed the Special Events Application. This is to standardize the process and put policies and procedures in place. The Turkey Trot was a success. The weather was beautiful, we had over 600 participants. Oliver is now planning the Easter Egg Hunts for youth and adults. These are the first ones since Covid. One of his next projects will be to revamp the Art in the Park applications. He is also promoting jobs on social media. Our first Open House for the Master Plan was October 27 and we had poor attendance. The next one will be next Thursday. Angela and Oliver are going to Council meeting to let council know about it. Oliver has been added as an advisor to Recreation Park and Tourism Management programs at KSU. This will get us more involved with KSU and build relationships.

Director Report

1. We held Stake Holder Meetings which were small groups of various populations such as other city departments, coaches, childcare families. There was a lot of opinions and discussions.
2. The Public Open House will follow the same format as the 1st open house that Brandstetter Carroll had in October.
3. The land donation is from the Ohio Wetlands Foundation. They cannot develop it; we would use it as a nature preserve. Some neighboring parcels have things on the property. (Sheds, pools) which will have to be removed. This property is "as is" and there are no taxes. It is not a wet land but is very wet. We would take ownership, and we will not fence it because the wildlife roams all throughout the area. We can make a motion to accept the land next meeting.
4. GOBA is the Great Ohio Bike Adventure. And they are in their 34th year. It is a 7-day bike trip. They have never toured Northeast Ohio. Angela and Sam met with the coordinator and Michelle from the Kent Chamber. They looked at the lot across the street from Fred Fuller. They can find pick different activities, short bike loops, KSU May 4th tour, CNVP. We will bring in other city departments. They will have shower trucks and support and gear trucks. If we approve, they pay us or make a donation to the trails whatever we designate. They said they do not leave any trace; everything will be cleaned up. **A motion was made to allow camping in our special event parking during the GOBA week. Jake made the motion and Neil seconded roll was called and all were in favor. The motion passed unanimously.**
5. We received a bench dedication for Rob Hutchinson, some of his fraternity brothers are having the bench shipped here.
6. We will be postponing Tackle Football/Cheer discussion until next meeting. Angela will be meeting with the coordinators to discuss 2023 and past and future issues.

Old Business none

New Business

1. Angela handed out the 2023 Budget for our department. This is based on 2022 and adjusted by Budget and Finance for the new year. The budget includes a new full time Parks position for Sam. Neil asked if KYFC in the budget. Yes, it is. We will adjust after we get info back from the Master Plan study. We would need an approval tonight because council will be passing the budget next week. **Debbie made a motion to accept the 2023 Budget, Jake seconded, and roll was called and all were in favor and motion passed unanimously.**
2. Jake's term will be expiring, and he will go to the school board office for the approval to continue as the school board representative.
3. Roy Smith Shelterhouse will be getting a new floor and appliances. This old floor cannot be buffed it has been stripped and waxed for so many years that there is nothing left to buff.
4. The property across the street has an old trailer that needs demolished. It is full of junk and has broken windows.
5. This is the end of the 2 years of Steve serving as chair. A new chair will need to be installed in January.
6. The next KPR Board meeting will be January 19, 2023, having one on December 15th would be too soon.
7. **At 6:31 Motion made by Neil to go into EXECUTIVE SESSION: In accordance with ORC Section 121.22 Section G, Item (1): "To consider the appointment, employment, dismissal, discipline, promotion, demotion. Or compensation of a public employee or official." Seconded by Kathleen. Motion was made by to return to the meeting and seconded by. Motion approved.**

TO: Dave Ruller
FROM: Angela Manley, Parks and Recreation Director
DATE: November 30, 2022
RE: Kent Parks and Recreation Donation

The Kent Parks & Recreation Department has received a donation in the amount of \$100.00 from Peter Orlando to be put toward the planting of a memorial tree in the Kent parks in memory of Lois A. Orlando.

Please request the necessary authorization from City Council to accept this donation and to allow Budget & Finance to appropriate the same amount to this account number (106-03-53-301-7420) in the Parks & Recreation Fund. Your attention to this matter is greatly appreciated!

CC:
Budget & Finance
Amy Wilkens, Clerk of Council
Kent Parks & Recreation Board

TO: Dave Ruller
FROM: Angela Manley, Parks and Recreation Director
DATE: December 27, 2022
RE: Kent Parks and Recreation Donation

The Kent Parks & Recreation Department has received the following donation to be used for Kent Parks and Recreation:

Henry V. and Frances W. Christenson Charitable Foundation - \$1,500.00

The check has been forwarded to Budget and Finance and will be held until Council formally accepts the donation. Please request the necessary authorization from City Council to accept this donation and to allow Budget & Finance to appropriate the same amount to this account number (106-03-53-301-7420) in the Parks & Recreation Fund. Your attention to this matter is greatly appreciated!

CC:
Budget & Finance
Amy Wilkens, Clerk of Council
Kent Parks & Recreation Board

Revenue Budget Performance Report

Date Range 01/01/22 - 11/30/22
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund 106 - Recreation									
Department 00 - Revenue - Non-Departmental									
Cost Center 000 - Revenue - Non-Departmental									
Program 000 - Revenue - Non-Departmental									
	REVENUE								
4101	Real Estate Property Taxes	1,070,588.00	6,443.00	1,077,031.00	.00	.00	1,125,004.62	(47,973.62)	104
4321	Subdivision Park Fee	22,500.00	.00	22,500.00	.00	.00	3,660.00	18,840.00	16
4514	FEE & CHARGES	246,686.00	.00	246,686.00	8,991.00	.00	231,638.25	15,047.75	94
4515	Park Rentals	42,207.00	.00	42,207.00	2,906.67	.00	47,228.67	(5,021.67)	112
4516	SPONSORSHIPS	6,531.00	.00	6,531.00	.00	.00	1,300.00	5,231.00	20
4517	KABC REGISTRATION	26,915.00	.00	26,915.00	845.00	.00	26,537.50	377.50	99
4518	KABC SPONSERS	10,335.00	.00	10,335.00	.00	.00	7,800.00	2,535.00	75
4519	NON-RESIDENT FEES	10,978.00	.00	10,978.00	1,206.00	.00	17,047.00	(6,069.00)	155
4527	Fitness Center	28,377.00	.00	28,377.00	613.00	.00	5,628.50	22,748.50	20
4529	Promotional Revenue	150.00	.00	150.00	.00	.00	10,000.00	(9,850.00)	6667
4901	Donations	8,340.00	.00	8,340.00	.00	.00	9,750.00	(1,410.00)	117
4907	Miscellaneous	8,110.00	6,200.00	14,310.00	1,572.47	.00	45,490.97	(31,180.97)	318
4927	SACC	271,559.00	.00	271,559.00	18,915.58	.00	288,038.82	(16,479.82)	106
	REVENUE TOTALS	\$1,753,276.00	\$12,643.00	\$1,765,919.00	\$35,049.72	\$0.00	\$1,819,124.33	(\$53,205.33)	103%
Program 000 - Revenue - Non-Departmental	Totals	\$1,753,276.00	\$12,643.00	\$1,765,919.00	\$35,049.72	\$0.00	\$1,819,124.33	(\$53,205.33)	103%
Cost Center 000 - Revenue - Non-Departmental	Totals	\$1,753,276.00	\$12,643.00	\$1,765,919.00	\$35,049.72	\$0.00	\$1,819,124.33	(\$53,205.33)	103%
Department 00 - Revenue - Non-Departmental	Totals	\$1,753,276.00	\$12,643.00	\$1,765,919.00	\$35,049.72	\$0.00	\$1,819,124.33	(\$53,205.33)	103%
Fund 106 - Recreation	Totals	\$1,753,276.00	\$12,643.00	\$1,765,919.00	\$35,049.72	\$0.00	\$1,819,124.33	(\$53,205.33)	
Grand Totals		\$1,753,276.00	\$12,643.00	\$1,765,919.00	\$35,049.72	\$0.00	\$1,819,124.33	(\$53,205.33)	

Revenue Budget Performance Report

Date Range 01/01/22 - 12/31/22

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund 106 - Recreation									
Department 00 - Revenue - Non-Departmental									
Cost Center 000 - Revenue - Non-Departmental									
Program 000 - Revenue - Non-Departmental									
REVENUE									
4101	Real Estate Property Taxes	1,070,588.00	6,443.00	1,077,031.00	.00	.00	1,125,004.62	(47,973.62)	104
4321	Subdivision Park Fee	22,500.00	.00	22,500.00	.00	.00	3,660.00	18,840.00	16
4514	FEE & CHARGES	246,686.00	.00	246,686.00	8,894.75	.00	240,533.00	6,153.00	98
4515	Park Rentals	42,207.00	.00	42,207.00	2,730.00	.00	49,958.67	(7,751.67)	118
4516	SPONSORSHIPS	6,531.00	.00	6,531.00	.00	.00	1,300.00	5,231.00	20
4517	KABC REGISTRATION	26,915.00	.00	26,915.00	3,820.00	.00	30,357.50	(3,442.50)	113
4518	KABC SPONSERS	10,335.00	.00	10,335.00	.00	.00	7,800.00	2,535.00	75
4519	NON-RESIDENT FEES	10,978.00	.00	10,978.00	1,652.00	.00	18,699.00	(7,721.00)	170
4527	Fitness Center	28,377.00	.00	28,377.00	847.00	.00	6,475.50	21,901.50	23
4529	Promotional Revenue	150.00	.00	150.00	.00	.00	10,000.00	(9,850.00)	6667
4901	Donations	8,340.00	.00	8,340.00	200.00	.00	9,950.00	(1,610.00)	119
4907	Miscellaneous	8,110.00	6,200.00	14,310.00	680.75	.00	46,171.72	(31,861.72)	323
4927	SACC	271,559.00	.00	271,559.00	30,555.21	.00	318,594.03	(47,035.03)	117
REVENUE TOTALS									
Program 000 - Revenue - Non-Departmental	Totals	\$1,753,276.00	\$12,643.00	\$1,765,919.00	\$49,379.71	\$0.00	\$1,868,504.04	(\$102,585.04)	106%
Cost Center 000 - Revenue - Non-Departmental	Totals	\$1,753,276.00	\$12,643.00	\$1,765,919.00	\$49,379.71	\$0.00	\$1,868,504.04	(\$102,585.04)	106%
Department 00 - Revenue - Non-Departmental	Totals	\$1,753,276.00	\$12,643.00	\$1,765,919.00	\$49,379.71	\$0.00	\$1,868,504.04	(\$102,585.04)	106%
Fund 106 - Recreation	Totals	\$1,753,276.00	\$12,643.00	\$1,765,919.00	\$49,379.71	\$0.00	\$1,868,504.04	(\$102,585.04)	106%
Grand Totals									
		\$1,753,276.00	\$12,643.00	\$1,765,919.00	\$49,379.71	\$0.00	\$1,868,504.04	(\$102,585.04)	

City of Kent
Payment Register

From Payment Date: 11/1/2022 - To Payment Date: 11/30/2022

Number	Date	Source	Payee Name	Function	Transaction Amount
A/P ZBA - Accounts Payable ZBA					
<u>Check</u>					
243562	11/04/2022	Accounts Payable	Aris Company		\$87.75
243563	11/04/2022	Accounts Payable	AT & T Corp.		\$19.48
243569	11/04/2022	Accounts Payable	Charter Comm. Holdings, LLC		\$73.72
243578	11/04/2022	Accounts Payable	East Ohio Gas Co./Dominion		\$380.28
243587	11/04/2022	Accounts Payable	HHP Holding Co., LLC/Hungry Howie's		\$69.94
243591	11/04/2022	Accounts Payable	Kent City Schools		\$160.00
243603	11/04/2022	Accounts Payable	Pauler Communications, Inc.		\$1,045.00
243604	11/04/2022	Accounts Payable	PNC Bank N.A.		\$24.77
243607	11/04/2022	Accounts Payable	Republic Svcs of Ohio Hauling, LLC		\$228.00
243618	11/04/2022	Accounts Payable	Martter, Erik	Refund	\$300.00
243623	11/10/2022	Accounts Payable	Aris Company		\$99.55
243624	11/10/2022	Accounts Payable	AT & T Corp.		\$4.56
243632	11/10/2022	Accounts Payable	Cintas Corp #310		\$141.00
243661	11/10/2022	Accounts Payable	Kent City Schools		\$708.28
243662	11/10/2022	Accounts Payable	Kent United FC LLC		\$630.00
243663	11/10/2022	Accounts Payable	Kent Water & Sewer		\$241.91
243682	11/10/2022	Accounts Payable	Murphy, Emma	Kids Night Out	\$78.75
243685	11/10/2022	Accounts Payable	Ohio Afsome Legal Care Plan		\$20.00
243694	11/10/2022	Accounts Payable	Rollins, Inc./Orkin, LLC		\$755.00
243696	11/10/2022	Accounts Payable	Running Ritchie's Inc/Ritchies		\$35.90
243707	11/10/2022	Accounts Payable	SWRH Physicians Inc/WRH Physicians		\$483.00
243727	11/18/2022	Accounts Payable	Brandstetter Carroll, Inc.		\$3,200.00
243728	11/18/2022	Accounts Payable	Capital One, N.A.		\$285.73
243752	11/18/2022	Accounts Payable	James W. Ross, Inc./Swift		\$17.70
243753	11/18/2022	Accounts Payable	Janitorial Services, Inc.		\$2,248.02
243754	11/18/2022	Accounts Payable	JLE Parts, Inc.		\$122.88
243760	11/18/2022	Accounts Payable	Lowe's Company Inc		\$238.51
243761	11/18/2022	Accounts Payable	Mack, Zachary	Sports Coordinator	\$185.00
243770	11/18/2022	Accounts Payable	Ohio Edison Company		\$279.72
243773	11/18/2022	Accounts Payable	Playcore Wisconsin, Inc./GameTime		\$486.59
243782	11/18/2022	Accounts Payable	SportsPilot, Inc.		\$40.00
243784	11/18/2022	Accounts Payable	Stericycle, Inc.		\$458.50
243787	11/18/2022	Accounts Payable	Thompson Electric In.		\$2,860.76
243792	11/18/2022	Accounts Payable	U.S. Foodservice, Inc		\$588.83
243800	11/23/2022	Accounts Payable	Amazon Capital Svcs., Inc.		\$201.77
243803	11/23/2022	Accounts Payable	AT & T Corp.		\$46.32
243805	11/23/2022	Accounts Payable	Boyd, Marcus	Referee	\$90.00
243812	11/23/2022	Accounts Payable	City of Kent/Vehicle Mnt Div.		\$1,511.64
243817	11/23/2022	Accounts Payable	Covington/1st Choice CPR, Lori, L.		\$200.00
243822	11/23/2022	Accounts Payable	Custom Shirts & Sportswear		\$5,676.00
243829	11/23/2022	Accounts Payable	Gallagher, Jill	Contractor	\$500.00
243832	11/23/2022	Accounts Payable	Hometown Bank		\$114.53
243835	11/23/2022	Accounts Payable	Independence Business Supply Co.		\$108.45

Payment Register

From Payment Date: 11/1/2022 - To Payment Date: 11/30/2022

243839	11/23/2022	Accounts Payable	Johns, Megan	<i>Reimbursement</i>	\$49.99
243840	11/23/2022	Accounts Payable	Kent City Schools		\$400.00
243845	11/23/2022	Accounts Payable	LEAF Capital Funding LLC/LEAF		\$133.69
243854	11/23/2022	Accounts Payable	Ohio Business Machines LLC		\$106.21
243863	11/23/2022	Accounts Payable	Running Ritchie's Inc/Ritchies		\$319.80
243867	11/23/2022	Accounts Payable	Singer, Peyton	<i>Referee</i>	\$135.00
243879	11/23/2022	Accounts Payable	Wade, Lincoln, D	<i>Referee</i>	\$96.00
243886	11/23/2022	Accounts Payable	Wright, Marcus	<i>Sports Coordinator</i>	\$1,000.00
243888	11/23/2022	Accounts Payable	Kesler, Maci	<i>Refund</i>	\$204.00
Type Check Totals:		52 Transactions			\$27,492.53
A/P ZBA - Accounts Payable ZBA Totals					

City of Kent
Payment Register

From Payment Date: 12/1/2022 - To Payment Date: 12/31/2022

Number	Date	Source	Payee Name	Function	Transaction Amount
A/P ZBA - Accounts Payable ZBA					
<u>Check</u>					
243902	12/02/2022	Accounts Payable	AT & T Corp.		\$2.15
243903	12/02/2022	Accounts Payable	AT & T Mobility LLC		\$1,341.13
243906	12/02/2022	Accounts Payable	Baker Vehicle Systems		\$86.17
243912	12/02/2022	Accounts Payable	Charter Comm. Holdings, LLC		\$119.98
243916	12/02/2022	Accounts Payable	East Ohio Gas Co.		\$639.29
243925	12/02/2022	Accounts Payable	HHP Holding Co., LLC/Hungry Howie's		\$44.97
243929	12/02/2022	Accounts Payable	Century Equip.		\$209.79
243932	12/02/2022	Accounts Payable	LCN Holdings Inc./Lake Cty Nursery		\$156.80
243936	12/02/2022	Accounts Payable	Municipal Emergency Svcs. Inc.		\$339.02
243940	12/02/2022	Accounts Payable	Ohio Edison Company		\$837.53
243943	12/02/2022	Accounts Payable	Republic Svcs of Ohio Hauling, LLC		\$228.00
243947	12/02/2022	Accounts Payable	Siefer electric, Inc		\$113.40
243950	12/02/2022	Accounts Payable	Staples, Inc.		\$498.68
243960	12/09/2022	Accounts Payable	Aris Company		\$200.00
243962	12/09/2022	Accounts Payable	AT & T Corp.		\$19.28
243964	12/09/2022	Accounts Payable	Boyd, Marcus	Referee	\$90.00
243966	12/09/2022	Accounts Payable	Butler, Karim	Scorekeeper	\$60.00
243967	12/09/2022	Accounts Payable	Buzzoodle		\$525.00
243968	12/09/2022	Accounts Payable	Capital One, N.A.		\$539.80
243971	12/09/2022	Accounts Payable	Charter Comm. Holdings, LLC		\$315.92
243972	12/09/2022	Accounts Payable	Ciolek, Keith	Referee	\$120.00
243973	12/09/2022	Accounts Payable	Ciolek,, Katlyn	Scorekeeper	\$60.00
243974	12/09/2022	Accounts Payable	City of Kent/Vehicle Mnt Div.		\$300.20
243982	12/09/2022	Accounts Payable	Dalziel, John, C	Mr. & Mrs. Claus	\$250.00
243986	12/09/2022	Accounts Payable	Detect Alarm Systems Inc		\$125.00
243997	12/09/2022	Accounts Payable	Independence Business Supply Co.,		\$102.77
244001	12/09/2022	Accounts Payable	Jones, Michael	Scorekeeper	\$60.00
244005	12/09/2022	Accounts Payable	Kline & Kavali Mechanical		\$101.08
244009	12/09/2022	Accounts Payable	Magilavy, Karen	Mileage	\$44.75
244014	12/09/2022	Accounts Payable	McPeak, Boe, Hunter	Scorekeeper	\$50.00
244020	12/09/2022	Accounts Payable	Ohio Afscome Legal Care Plan		\$19.31
244023	12/09/2022	Accounts Payable	Ohio Gridiron Youth Football Assoc.		\$1,771.05
244029	12/09/2022	Accounts Payable	Roe, Tanner	Scorekeeper	\$30.00
244033	12/09/2022	Accounts Payable	Singer, Peyton	Referee	\$67.50
244035	12/09/2022	Accounts Payable	Smith, Jonasis	Referee	\$120.00
244037	12/09/2022	Accounts Payable	SportsPilot, Inc.		\$40.00
244039	12/09/2022	Accounts Payable	SWRH Physicians Inc/WRH Physicians		\$222.00
244046	12/09/2022	Accounts Payable	U.S. Foodservice, Inc		\$866.26
244049	12/09/2022	Accounts Payable	Wade, Lincoln, D	Referee	\$48.00
244063	12/16/2022	Accounts Payable	Amazon Capital Svcs., Inc.		\$314.62
244067	12/16/2022	Accounts Payable	AT & T Corp.		\$0.20
244071	12/16/2022	Accounts Payable	Cavaliers Holdings/Rocket Mortgage		\$6,320.00
244072	12/16/2022	Accounts Payable	Charter Comm. Holdings, LLC		\$334.10

Payment Register

From Payment Date: 12/1/2022 - To Payment Date: 12/31/2022

244073	12/16/2022	Accounts Payable	Charter Comm. Holdings, LLC		\$73.72
244075	12/16/2022	Accounts Payable	Cintas Corp #310		\$141.00
244103	12/16/2022	Accounts Payable	Independence Business Supply Co.		\$164.25
244108	12/16/2022	Accounts Payable	Kent State University		\$3,880.00
244115	12/16/2022	Accounts Payable	Marcum Martial Arts		\$280.00
244119	12/16/2022	Accounts Payable	Ace of Kent Enterprises LLC		\$162.85
244120	12/16/2022	Accounts Payable	Mitchell Brothers Ice Cream, Inc.		\$117.25
244121	12/16/2022	Accounts Payable	Myeress, Deziree	Sports Coordinator	\$1,000.00
244122	12/16/2022	Accounts Payable	On Target Fencing Team		\$744.00
244124	12/16/2022	Accounts Payable	Ohio Business Machines LLC		\$161.90
244127	12/16/2022	Accounts Payable	Route 14 Companies, Inc./Embroidery		\$70.31
244129	12/16/2022	Accounts Payable	Sam's Club		\$250.74
244130	12/16/2022	Accounts Payable	Sherwin Williams-Stow		\$53.99
244132	12/16/2022	Accounts Payable	Summit Umpires		\$728.00
244145	12/23/2022	Accounts Payable	Aris Company		\$101.30
244147	12/23/2022	Accounts Payable	AT & T Corp.		\$49.29
244159	12/23/2022	Accounts Payable	Charter Comm. Holdings, LLC		\$119.98
244160	12/23/2022	Accounts Payable	Ciolek, Katlyn	Scorekeeper	\$105.00
244161	12/23/2022	Accounts Payable	Ciolek, Keith	Referee	\$180.00
244181	12/23/2022	Accounts Payable	Heeman, Russell	Uniform Reimbursement	\$125.00
244183	12/23/2022	Accounts Payable	Hometown Bank		\$1,112.38
244185	12/23/2022	Accounts Payable	Sports Xpress		\$3,248.00
244186	12/23/2022	Accounts Payable	Independence Business Supply Co.		\$231.89
244189	12/23/2022	Accounts Payable	James W. Ross, Inc./Swift		\$34.20
244195	12/23/2022	Accounts Payable	Leppo Inc./Leppo Equip.		\$21.94
244209	12/23/2022	Accounts Payable	Ohio Edison Company		\$316.19
244210	12/23/2022	Accounts Payable	Ohio Parks & Rec Assoc.		\$1,618.00
244218	12/23/2022	Accounts Payable	Ray, Adam	Uniform Reimbursement	\$125.00
244232	12/23/2022	Accounts Payable	Shiu, Sheila	Check Reissue	\$650.00
244235	12/23/2022	Accounts Payable	Summit Umpires		\$840.00
244251	12/23/2022	Accounts Payable	Waterloo Athletic Boosters, Inc.	Refund	\$525.00
244253	12/30/2022	Accounts Payable	Acme Fresh Market		\$65.02
244257	12/30/2022	Accounts Payable	Baker Vehicle Systems		\$72,031.00
244284	12/30/2022	Accounts Payable	James W. Ross, Inc./Swift		\$9.95
244287	12/30/2022	Accounts Payable	JLE Parts, Inc.		\$8.49
244291	12/30/2022	Accounts Payable	LEAF Capital Funding LLC/LEAF		\$134.78
244299	12/30/2022	Accounts Payable	Ohio Business Machines LLC		\$293.47
244300	12/30/2022	Accounts Payable	Ohio Edison Company		\$894.49
244311	12/30/2022	Accounts Payable	Running Ritchie's Inc/Ritchies		\$35.80
244320	12/30/2022	Accounts Payable	Stuver Auto Spring Co.		\$565.00
244323	12/30/2022	Accounts Payable	U.S. Foodservice, Inc		\$757.66
Type Check Totals:		84 Transactions			\$109,760.59

A/P ZBA - Accounts Payable ZBA Totals



Parks Report January 2023

1. We finished the leaves for the season. We will do a spring clean up.
2. We have all picnic tables in the shelters for the winter.
3. We cleared out all the brush at Tannery and will plant grass in the spring.
4. We repaired a broken water line in the shelterhouse (freezing) and did some drywall repair.
5. We are doing some winter pruning in various parks.
6. We cut multiple downed trees from the winds.
7. We rented an asphalt grinder to work on the tree root bumps on the bike trail.

RECREATION DEPARTMENT REPORT

1. **Youth Basketball:** We have 162 kids enrolled in K-6th grade. We also have been able to get our Portage Youth Basketball League running again for the first time since 2019. We have 23 outside teams signed up from Rootstown, Ravenna, Waterloo, and Mogadore. They have begun practices with games starting in December.

2. **Youth Wrestling:** We have 48 boys and girls signed up for wrestling this year which is a 19 participant increase from last year. They have begun practices with meets starting in December.

3. **Fencing/Martial Arts:** With an increased marketing presence thanks to Oliver, we have been able to increase our numbers in fencing and martial arts. Currently we have 13 kids participating in fencing and 17 participating in martial arts.

4. **Winter Clinics:** We are currently taking registrations for our Winter Boys Volleyball clinic, Winter Field Hockey clinic and Winter Lacrosse Clinics.

5. **Spring Sports:** Registration is open for Spring Soccer and Kent Youth Baseball & Softball. We are also working with the high school lacrosse coaches to build a 5th/6th grade program this spring.

EDUCATION DEPARTMENT REPORT: (COMPLETED 1/12/23)

1. **'22-'23 KPR Kidz Club:** Enrollment is at a total of 109. We are still looking for an Administrator to work at the Longcoy location and more PM Rec Leaders.

Nov 2022 KPR Kidz Club Enrollment:

DAVEY: AM-22 , PM-36, Total: 49

REC: AM: 24 , PM-41, Total: 56

Jan 2023 KPR Kidz Club Enrollment:

DAVEY: AM- 22, PM- 36 , Total: 51

REC: AM: 27, PM- 40, Total: 58

2. **'22-'23 Lil Learners Preschool:** A total of 16 children are registered at this time.

3. **Longcoy Reopening:** The licensing process has been completed! We lost the administrator we hired in December for this site, so our goal is now January 23rd for a reopening date.

4. **Babysitter's Training:** We had a total of 8 students registered for our first training since 2020 that took place at the Kent Free Library. Oliver is our certified trainer and many of the students are excited to volunteer in the following programs: Kids Night Out, Lil Learners Preschool Camp and the Art in the Park Children's area.

5. **"Winter Wonderland" at the Kent Rec:** The Rec was open from 6:30 a.m. to 6 p.m. for 6 days over winter break for K-6th graders. Each day was full with 36 kids and a waitlist was started for the second week. Special Events included a Sky Zone field trip, the inflatable obstacle course, movies on the big screen and a "Noon Years Eve" party.

6. **Kids Night Out:** We currently have 15 kids registered for this Saturday's Kids Night Out program at the Rec from 6-10 p.m. with a "PJ Party" theme.

7. **Summer Camp Registration:** Current KPR Kidz Club and Lil Learners Preschool families will have the opportunity to register early for summer camps starting on February 2nd. Camps will open to the public on April 3rd. We are in the process of possibly restructuring the Jr. Exped Camp, so a survey went out to all 2022 school age camp families to gain their input.

8. **Environmental Education:** Cathy Ricks visited the preschool for seasonal awareness programs on hibernation and animals preparing for winter. She'll be working with naturalists from Portage Park district on a "Year of the Wood Frog" promotion. Planning for River Day has begun and the event will take place on May 19th and 20th.

MARKETING / SPECIAL EVENTS REPORT - COMPLETED 1/10/23

1. Easter Events

- a. We are having our next meeting on January 26th to discuss the Adult and Youth Easter events.
- b. We will be ordering Easter eggs soon for the events, to ensure they arrive with plenty of time.
- c. We are continuing to look for a presenting partner for the Adult Easter Egg Hunt to fund the prizes for the event.

2. Special Event Applications

- a. The Special Events application has now been given out to a few different groups, including the Sweet Corn Festival, who are looking to host their event at Fred Fuller Park for 2023.

3. Partnership Opportunities - 2023

- a. We have completed a list of partnership opportunities for 2023. The opportunities are being promoted to local businesses first in an attempt to get local businesses involved in our programs and events.
- b. There is also an application to apply for these partnership opportunities.

4. Art in the Park

- a. Our first Art in the Park meeting will be planned for mid April.
- b. This will be the 30th Art in the Park Festival, and the colors will be Green and "Vegas" Gold.
- c. The registration process will be changing, and registration will be opening up at the beginning of February. Registrants will have a ranked choice for their preferred booth location, which will be determined by a first come, first serve basis.
- d. There will be one set fee (\$150 for a booth), eliminating "early bird" deals or late fees.
- e. Registration will have a hard deadline of June 30th.

5. Yearly Goal: This is KPR Video Series

- a. My big goal for marketing this year is to create a video series highlighting what KPR does within the community. The goal is to educate both the public and the city personnel on what Kent Parks & Recreation offers to its community members.
- b. Short videos would include our athletics programs (football, soccer, baseball/softball, sports camps, etc.), summer camps, before/afterschool, parks, events, etc.
- c. I would like to roll this into the 5/10 year/master plan that is developed with BC.

Parks & Recreation Board Meeting

January 19, 2023

Director's Report:

1. Job Vacancy Notice – Parks Maintenance Laborer
2. Facilities Improvements
3. Email/Phones/Security Upgrades
4. AED Machines
5. OPRA Conference